



# Agenda Item Summary Report

**Meeting Date:**  
July 15, 2025

**Submitted by:**  
Vito Tinelli, Treasurer  
Michelle Bailey Hedgepeth, Town Administrator

**Item Title: Town Auditor Contract - LSWG**

Approval of a contract with LSWG for Town Audit Services for a period of three (3) years with two one-year extensions.

**Work Session Item [X]**  
**Council Meeting Item [X ]**

**Documentation Attached:**  
RFP  
Bids

**Recommended Action:**

Staff recommends approval of a three (3) year contract with two one-year extensions (totaling a possible five years) with LSWG for Annual Audits beginning with FY 2024 – FY 2026.

**Item Summary:**

In May 2024, the Town of Bladensburg sought proposals from qualified auditing firms to provide auditing services for a period of three years, with the option for two one-year renewals. The selected firm will comprehensively review all Town financial records, grants, and federal funding.

Three bidders responded:

- LSWG
- WSC – responded, but they declined to bid
- Zelenkofske Axelrod

After reviewing the two bids, the Town chose LSWG based on price, performance, and previous work done with the Town. The Town finds them to be a responsive and responsible bidder.

The Town Treasurer will be able to answer any questions regarding this contract.

**Budgeted Item:** Yes [X] No [ ]  
**Budgeted Amount:** 15k - 17k per year  
**One-Time Cost:**  
**Ongoing Cost:** Annual Cost

**Continued Date:**

**Council Priority:** Yes [ ] No [ ]

**Approved Date:**